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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 7 December 1960

FROM : Chief, Operations Support Faculty

SUBJECT: Weekly Report No. 44, 29 November - 6 December 1960

COURSE ACTIVITIESOperations Support

Phase II of the Operations Support Course No. 43 is in the final week. NE Division sent one student to audit the Class B Accounting lecture and to work the practice problems. The student appeared on 6 December and had not been scheduled by anyone. Checks with Registrar, NE, and Logistics Training Officers indicated the student had not been scheduled. A return call from the NE Training Officer indicated the desk wanted the student in the class and someone had failed to follow through. The student will complete the accounting work on 7 Dec 1960.

OUTSIDE ACTIVITIES

1. The "Glossary of Operational Terminology" dated October 1959 was seen by Mrs. [REDACTED] for the first time 30 November 1960. The channel of communications within the Office of Training seems to have broken down. The purposed "OTR Periodic Publication" might carry such special items and be of assistance in the communications channel. 25X1A9a
2. Messrs. [REDACTED] are enrolled in the Seminar Techniques Course. 25X1A9a
3. Mr. [REDACTED] completed the TSS Course in Photographic dark room techniques. 25X1A9a

PERSONNEL NOTES

1. Mrs. [REDACTED] was on annual leave one and a half days.
2. Mr. [REDACTED] annual leave one day.
3. Mrs. [REDACTED] on sick leave one day.
4. Mr. [REDACTED] sick leave one day.

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